

AROH Foundation, an ISO Certified organization of national repute working towards social upliftment in multiple sectors like education, livelihood, health and sanitation, etc., seeks dynamic and motivated professionals with relevant experience.

Job Title: Senior Manager

Project: Centre for Financial Literacy (CFL) Project

Location: Noida, Sector-8, India

Reports To: Chief Operating Officer

Employment Type: Contractual

About the Project:

The "Centre for Financial Literacy" (CFL) Project, implemented by AROH Foundation in collaboration with the Reserve Bank of India (RBI) and funded under the Financial Inclusion Fund (FIF) by NABARD and sponsored banks, aims to promote financial awareness and education among individuals and communities across India. The project empowers people with the knowledge and skills necessary for making informed financial decisions and achieving greater economic stability.

Job Summary:

The Senior Manager for Financial Literacy Programme will be responsible for developing, implementing, and overseeing initiatives that promote financial literacy among target communities. This role involves strategic planning, program management, stakeholder engagement, and ensuring the program's impact.

Key Responsibilities:

Program Development and Strategy:

- Design and implement comprehensive financial literacy curricula tailored to the needs of diverse communities.
- Identify gaps in financial knowledge and develop resources to address these needs.
- Collaborate with experts to integrate relevant financial topics, including budgeting, saving, investment, and credit management.

Team Leadership and Management:

- Lead and supervise a team of coordinators and trainers, ensuring high-quality program delivery.
- Conduct regular training sessions and workshops for staff to enhance their skills in financial education.
- Foster a positive team environment that encourages collaboration and innovation.

Stakeholder Engagement:

- Build partnerships with financial institutions, NGOs, and community organizations to enhance program outreach and effectiveness.
- Engage with local leaders and community members to promote financial literacy initiatives.

- Represent the Foundation at relevant forums, workshops, and conferences to advocate for financial literacy.

Monitoring and Evaluation:

- Develop and implement monitoring and evaluation frameworks to assess program impact and effectiveness.
- Collect and analyze feedback from participants to continuously improve program content and delivery.
- Prepare detailed reports and presentations on program outcomes for stakeholders and funders.

Budgeting and Resource Management:

- Manage the program budget, ensuring efficient allocation of resources and adherence to financial guidelines.
- Identify funding opportunities and support grant writing efforts to secure program funding.

Advocacy and Awareness:

- Advocate for the importance of financial literacy in community development.
- Organize awareness campaigns, workshops, and events to promote financial education.

Qualifications:

- Master's degree in Finance, Business Administration, Social Sciences, or a related field.
- Minimum 8-10 years of experience in program management, particularly in financial literacy or related areas.
- Strong leadership and team management skills.
- Excellent communication, networking, and interpersonal skills.
- Experience in monitoring and evaluation methodologies.
- Proficient in budgeting and financial management.
- Passion for social impact and community development.

How to Apply:

Interested candidates who meet the qualifications are invited to submit their resume along with a photo detailing their relevant experience through the following link: [Apply Here](#).

We thank all applicants for their interest in AROH Foundation, but only those selected for an interview will be contacted.